Go to the Head of the Class

Your guide to careers in EDUCATION & TRAINING

Great Career Ideas • Creating Your Plan • College Resources

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EDUCATION & TRAINING

Alabama SUCCESS
EDUCATION & CAREER PLANNER

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Alabama Career Clusters and Pathways

Great Career Ideas • Creating Your Plan • College Resources
A message from...

Robert Bentley,
Governor of Alabama

The investments we make in our students today will help shape their futures for years to come. Our students are destined to become high-performing professionals in all sectors of the workforce.

Alabama SUCCESS is an initiative designed to help students access valuable information about current careers, postsecondary learning, and financial literacy resources.

Our goal is to give students the opportunities they need to prepare themselves for success. We want our students to be well-equipped for top careers in Alabama’s workforce – which has a growing influence on the global marketplace.

This Alabama SUCCESS guide is a great resource to assist in preparing for a bright and successful future.

Dr. Thomas R. Bice,
Alabama State Superintendent of Education

Alabama SUCCESS is an invaluable resource designed specifically for students. By learning about actual career fields and the education and experience required for specific jobs, you will be better able to figure out what you want to do after high school and what you need to do to achieve your goals.

This guide is part of a series created to help students in Alabama learn more about careers, salaries, and the steps they need to take to reach their goals. By connecting what they learn in the classroom to real jobs that interest them, Alabama students will graduate better prepared for life and work. You can help your child use this guide by:

- Talking to your child about what careers interest him or her—and why
- Sharing your work experiences—pro and con—with your child
- Asking people in your community who work in jobs that interest your child to talk about their careers or to let your child visit their workplace.

ATTENTION, PARENTS
First and foremost, a good teacher is caring, compassionate, and competent in his or her subject matter. A good teacher loves people and learning. Teachers are generally fair, self-confident, positive and good listeners. School must be a place where a child can feel comfortable and safe.

To teach in Alabama schools, one also needs to be cognizant of diversity within students and within the various cultures of students. Being an effective teacher requires an understanding of different cultures.

In addition, prospective teachers will need to meet requirements delineated in the Alabama Administrative Code. These requirements can be met at any number of Alabama colleges.

Teachers in training must also go through many hours of clinical experience. The Alabama Education Association sponsors ‘Future Teachers of Alabama,’ a program that gives high school students a chance to earn teaching-related experiences before going to college.
Education & Training

Careers in education tend to best suit individuals who have a desire to make a difference in the lives of their students. But that does not mean that the Education & Training career cluster is lacking in diversity. There’s a high demand for talented teachers in Alabama classrooms; as corporate trainers; and as school counselors, coaches and administrators.

### YOU DECIDE

1. **Do you enjoy school?**

   **WHY IT MATTERS:**
   If you are the type who looks forward to school, there is a good chance you could find yourself at home in a teaching career.

2. **Are you active in school or community groups?**

   **WHY IT MATTERS:**
   Teaching may require participation in student and community groups that relate to education.

3. **Do you love to learn?**

   **WHY IT MATTERS:**
   Learning is the essence of teaching, and a basic passion for learning is fundamental to succeeding in this career cluster.

4. **Do you help your friends with schoolwork or studying?**

   **WHY IT MATTERS:**
   For many educators, tutoring can be the first step toward a long career in education.

5. **Are you comfortable speaking in front of groups?**

   **WHY IT MATTERS:**
   Day after day, educational professionals speak in front of groups. If you enjoy public speaking, you just might find happiness in pursuing a career in the field of education.

If you answered “yes” to most of these questions, Education & Training could be right for you.

### YOUNG PROFESSIONAL PROFILE

**NAME:** Kerrie Gaut

**EDUCATION:** Shelby County High School, Columbiana; The University of Montevallo, Montevallo—Elementary Education, Working toward Bachelor of Science Degree

In her senior year, Shelby County High School graduate Kerrie Gaut enrolled in a class at the high school’s Teaching Academy. There, she reviewed basic teaching principles, including everything from how to develop a lesson plan to how to organize a classroom. As part of the teaching course, Gaut and her classmates also got a chance to work with local elementary schools. That opportunity eventually landed Gaut a job running the after-school program at Elvin Hill Elementary, where she has worked ever since.

Thanks to that experience, Gaut can now look forward to a career as an elementary teacher, a path that began inside the four walls of a high school teaching course.

“The Teaching Academy is what got me here,” says Gaut, now a junior at the University of Montevallo, working towards a Bachelor’s of Arts in Elementary Education. “The academy not only set me up with my job, but it also gave me real world experience. I feel so far ahead of the game.”

### LEARN MORE

Explore opportunities to gain experience in Education & Training at the website of the Alabama Education Association, www.myaea.org.
Articulation Agreement

Articulation Agreement is a fancy term for a simple education agreement that can streamline your road to a successful career.

Statewide articulation agreements link all high schools and two-year colleges in Alabama. They provide credit at two-year colleges for coursework mastered at the high school level.

Articulation agreements can take you down your career pathway as well. In many cases, students transferring from two-year to four-year colleges and universities can complete four-year general studies core course requirements before they transfer.

Sit down with your parents and counselor and create a plan.

Map out an Alabama Education Plan (sample at right) based on your interests, strengths, and possible career goals.

Your plan outlines the courses and electives you’ll take in high school, plus related clubs and career preparation. Your counselor will work with you to determine the learning experiences needed for you to complete your plan, such as using distance learning or earning college credit from your local community college.

Here’s a sample Alabama Education Plan for you to use as a guide.

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**SAMPLE** Alabama Education Plan

| Name: Jordan Smith  
| School: Central High School  
| Diploma Option: Advanced Career and Technical Endorsement  
| Cluster: Education & Training  
| Pathway: Teaching/Training  
| Career Goal: Kindergarten Teacher  
| Postsecondary Goal: Bachelor of Science in Education |

<table>
<thead>
<tr>
<th>9th Grade</th>
<th>10th Grade</th>
<th>11th Grade</th>
<th>12th Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>English: English 9</td>
<td>English: English 10</td>
<td>English: English 11</td>
<td>English: English 12</td>
</tr>
<tr>
<td>Science: Physical Science</td>
<td>Science: Biology</td>
<td>Science: Chemistry</td>
<td>Science: Physics</td>
</tr>
<tr>
<td>Social Studies: World History 1500–Present</td>
<td>Social Studies: United States History to 1877</td>
<td>Social Studies: United States History to Present</td>
<td>Social Studies: Government and Economics</td>
</tr>
</tbody>
</table>
| Other Optional Courses:  
* Physical Education  
* Art  
* Computer Application  
* Foreign Language  |
| Sampling of Career and Technical Education Courses in Pathway:  
* Education and Training  
* Child Development  
* Food and Nutrition  
* Family Wellness  
* Parenting  
* Life Connections  
* Educational Leadership*  
* Professional Support Services in Education  
* Education and Training Internship  
* Creative Arts  
* Teaching I  
* Teaching II  
* Early Childhood Education I  
* Early Childhood Education II |

Community College  
General Education Requirements:  
* English Composition I  
* English Composition II or SPH 106  
* Humanities Elective  
* Intermediate College Math  
* Microcomputer Applications  
* Math or Science Elective  
* History, Social, or Behavioral Science  
* Orientation for Career Students  

Higher Education  
Co-Curricular Experiences:  
* Family, Career and Community Leaders of America (FCCLA)  
* Extracurricular Experiences: Future Teachers of America Club (FTA)  
* Service Learning Experiences: Volunteer to assist teachers at local elementary schools after school |

Education and Career Assessments:  
8th Grade: Interest inventory and education plan initiated for all learners  
11th Grade: College placement assessment  
12th Grade:  

* This is a sample plan and should not be considered a definitive plan for any student interested in this career cluster.  
** Alabama First Choice diploma requires 2 years of the same foreign language.  
*** Statewide articulated course

**Get Career Credentials**

If you’re a student in a career and technical education (CTE) program, you may have the option of earning a Career Readiness Certificate along with your high school diploma. The nationally recognized certificate shows you’re proficient in applied math, reading for information, and locating information—skills employers highly value. Ask your school counselor about the statewide program; if it’s not in your high school now, it will be implemented soon.
Need-to-know facts and figures about real Alabama jobs, salaries, and education options in Education & Training.

The 12 careers highlighted on the next page are a sampling of occupations in the Education & Training cluster in Alabama. The charts include occupation name, description, plus wages for workers just starting out in the profession, average wages for those in the occupation, and the wages earned by experienced workers in the job (see “How to Read Job Charts”). The bar below the occupation’s name contains the Standard Occupational Code (SOC); use the SOC to look up more information about the career in online databases such as O*NET (see below). The bars are also color-coded to indicate the minimum level of education required for each profession.

For further information on occupations in all career clusters, go to the O*NET database at www.onetcenter.org.
Law Teacher (Postsecondary)  
SOC: 25-1112  
Teach courses in law.

Biological Science Teacher (Postsecondary)  
SOC: 25-1042  
Teach courses in biological science.

Business Teacher (Postsecondary)  
SOC: 25-1011  
Teach courses in business administration and management, such as accounting, finance, and labor relations.

Education Teacher (Postsecondary)  
SOC: 25-1081  
Teach courses pertaining to education, such as counseling, curriculum, guidance, and teaching English as a second language.

Nursing Instructors and Teachers (Postsecondary)  
SOC: 25-1072  
Teach nurses in training how to care for patients through classroom and clinical instruction.

English Language and Literature Teacher (Postsecondary)  
SOC: 25-1123  
Teach courses in English language and literature, including linguistics and comparative literature.

Career/Technical Education Teacher (Postsecondary)  
SOC: 25-1194  
Teach career and technical or occupational subjects at the postsecondary school level.

Special Education Teacher, (Middle School)  
SOC: 25-2053  
Teach elementary and preschool subjects to educationally and physically handicapped students.

Archivist  
SOC: 25-4011  
Work with the historical and permanent records of an education institution. Research and oversee documents’ safekeeping.

Teacher Assistant  
SOC: 43-9031  
Perform duties that are instructional in nature and deliver direct services to students or parents.

All the other Alabama SUCCESS guides present hourly wage information for the 12 career ideas, however, that information is not available for Education and Training careers as teachers, for example, do not work on a full year’s schedule. In this career cluster guide only, the information presented is annual salaries for each of the professions.
Think Again

MYTH: All teaching jobs lead to the classroom.

FACTS: While most jobs in Education & Training revolve around classroom teaching, opportunities outside of the classroom are constantly emerging. Librarians, for example, have a great opportunity to influence students without having to be in front of students all day, every day. Those students that are not at their most comfortable speaking in front groups should not rule out the possibility of a career in Education & Training.

Reality Check

What It Costs to Live on Your Own in Alabama

Note: Keep in mind that your paycheck will be reduced by about 30 percent to cover taxes, retirement, and insurance. What’s left is known as your “take-home pay.” Subtract 30 percent from the salaries shown on page 5 to get a more accurate take-home amount.
While attending high school and postsecondary institutions, all Alabama students should consider getting certifications related to their career cluster of interest. These certifications can improve a student’s skill set, as well as increase the student’s overall chance of gaining employment in the field.

**Check it OUT**

Most Alabama schools offer these student organizations related to the Education & Training career cluster:

**Future Teachers of America (FTA)**  
[www.futureeducators.org](http://www.futureeducators.org)

Future Teachers of America (FTA) prepares future educators for teaching in the classroom, although it is open to all students interested in any aspect of the education field.

**Family, Career and Community Leaders of America, Inc**  
[www.fcclainc.org](http://www.fcclainc.org)

Family, Career and Community Leaders of America, Inc. (FCCLA), is the only in-school student organization that has the family as its focus. The family and consumer sciences organization, which has some 220,000 student members nationwide, sponsors annual STAR (Students Taking Action with Recognition) events. Each summer, winners of state events advance to compete in the national STAR events.

**Take It to the Next Level**

Two-Year Institutions Offering Certificates or Associate’s Degrees

- Alabama Southern Community College, Monroeville
- Bevill State Community College, Sumiton
- Bishop State Community College, Mobile
- Cullman Community College, Decatur
- Central Alabama Community College, Alexander City
- Cullman County College, Phil Campbell
- Enterprise-Szark Community College, Enterprise
- Faulkner State Community College, Bay Minette
- Gadsden State Community College, Gadsden
- H. Councill Trenholm State Technical College, Montgomery
- Jefferson Davis Community College, Brewton
- Jefferson State Community College, Birmingham
- J.F. Drake State Community College, Huntsville
- J.F. Ingram State Technical College, Deatsville
- Lawson State Community College, Birmingham
- Lurleen B. Wallace Community College, Andalusia
- Marion Military Institute, Marion
- Northeast Alabama Community College, Rainsville
- Northwest-Shoals Community College, Muscle Shoals
- Reid State Technical College, Evergreen
- Shelton State Community College, Tuscaloosa
- Snead State Community College, Boaz
- Southern Union State Community College, Wadley
- Wallace Community College (Selma), Selma
- Wallace State Community College (Dothan), Dothan
- Wallace State Community College (Hanceville), Hanceville

Four-Year Institutions Offering Bachelor’s, Master’s, Doctoral, or First Professional Degrees

- Alabama A&M University, Normal
- Alabama State University, Montgomery
- Auburn University, Auburn
- Auburn University at Montgomery, Montgomery
- Jacksonville State University, Jacksonville
- Troy University, Troy
- Troy University (Montgomery), Montgomery
- University of Alabama at Birmingham, Birmingham
- University of Alabama in Huntsville, Huntsville
- The University of Alabama, Tuscaloosa
- University of Montevallo, Montevallo
- University of North Alabama, Florence
- University of South Alabama, Mobile
- University of West Alabama, Livingston

**Certifications**

While attending high school and postsecondary institutions, all Alabama students should consider getting certifications related to their career cluster of interest. These certifications can improve a student’s skill set, as well as increase the student’s overall chance of gaining employment in the field.
GRADE 10 SOPHOMORE YEAR

◆ Continue building the strongest possible academic record.
◆ Consider taking the PLAN (pre-ACT) if you plan to apply to a two-year college or university in the future.
◆ Consider taking the PSAT (preliminary SAT/National Merit Scholarship Test) if you plan to apply to a two-year college or university in the future.
◆ Use the information in your portfolio to create a resume.
◆ Apply for summer jobs, internships, or volunteer activities related to your career cluster.

GRADE 11 JUNIOR YEAR

◆ Take the PSAT/NMSQT.
◆ Use resources available at your school (books, online tools, college fairs, etc.) to research postsecondary education options related to your career goals.
◆ Register to take either the ACT or the SAT I and SAT II Subject Tests. There are testing dates every month from January through June. Registration deadlines are approximately four weeks before each testing date.
◆ Apply for summer jobs, internships, and volunteer activities related to your career goals.
◆ Use www.fafsa4castered.gov to determine your financial aid eligibility.

GRADE 12 SENIOR YEAR

◆ In the fall, apply to postsecondary programs and retake any standardized college admissions tests if you would like to improve your score.
◆ Beginning in November, complete college financial aid forms. Deadlines and required data differ from school to school, so read the instructions carefully.
◆ In the spring, choose your postsecondary program on the basis of where you have been accepted, costs, etc.
◆ Continue doing your best work. Most schools require a final transcript before making your acceptance official.

COLLEGE PREP: Getting Accepted

The college admissions process can be stressful and a bit scary, especially if you are the first in your family to apply. Give yourself the best shot at getting into a college program that matches your goals by following these five steps:

1. Make the Grade
   Your grade point average really does count, so do your best work on every assignment, pay attention in class, and participate in group discussions.

2. Get Involved
   Build teamwork and leadership skills by joining clubs and teams at your school, volunteering for service projects, and participating in church or community activities.

3. Make a List
   Before you can apply to college, you have to figure out what you would like to study and what matters most to you (like location, size, or religious affiliation). Use the college guides in your local library, school library, or counselor’s office to start making a list of colleges that interest you. Use online tools like www.collegeboard.com and www.accs.cc to learn more about each school and take virtual campus tours.

4. Plan for Tests
   Most colleges want scores from the ACT, SAT, or SAT II tests. See what tests the schools on your list require, sign up to take them in time to include the scores on your application, and then practice the free SAT sample questions at www.collegeboard.com or sample ACT tests at www.actstudent.org.

5. Be Neat and Complete
   Before you send in a college application, double-check your spelling, make sure nothing is missing, and save a copy just in case you have to submit it again.

PAYING YOUR WAY: Financial Aid

Every Alabama student can afford to go to college. It just takes a little planning. Put your college dreams within financial reach by taking these five steps:

1. Consider a Community College
   Alabama’s public and private two-year colleges offer an affordable way to earn an associate’s degree or complete enough credits to transfer into a four-year school as a junior. Learn more at www.accs.cc.

2. Weigh Your Options
   Attending one of Alabama’s four-year public or private schools cuts travel costs and other living expenses, as compared to attending schools out of state. In addition, public schools offer reduced in-state tuition, and, if there’s a college nearby, you can save even more by living at home.

3. Rise to the Top
   Apply to a couple of schools at which your grades and accomplishments put you near the top of the typical applicant pool. Since your application will stand out, you’ll be more likely to qualify for scholarships and other merit aid.

4. Do a Little Digging
   More than one million local, national, and college-specific scholarships are available each year. Ask your school librarian and counselor for help finding printed scholarship resource guides. To find and apply for scholarships online, sign up for the free college scholarship search source FastWeb at www.fastweb.com.

5. Apply for Aid
   Fill out the Free Application for Federal Student Aid (FAFSA) as soon as possible after January 1 of the year you’ll be starting college. FAFSA forms and instruction booklets are available in your guidance counselor’s office and online at www.fafsa.gov. Some schools also require the CSS/Financial Aid Profile form (profileonline.collegeboard.com), and others have their own financial aid forms. Carefully read each college’s application to figure out what forms you need to submit and when.
Glossary

Articulation agreements: formal agreements between or among educational organizations (high schools, community colleges, and universities) that allow students to receive college credit for courses taken in high school.

Associate’s degree: a two-year degree awarded by a community college.

Bachelor’s degree: a four-year degree awarded by a college or university.

Career and technical student organizations (CTSOs): co-curricular organizations for students that offer activities and competitions related to particular careers.

Career Clusters: identifies pathways from high schools to two- and four-year colleges, technical schools, graduate schools, apprenticeship programs, and workplace so that learners can recognize the relationship between what they learn in school and what they can do in the future.

Career Pathways: pathways are sub-groupings of occupations/career specialties. Occupations/Career specialties are grouped into Pathways based on the fact that they require a set of common knowledge and skills for career success.

Doctoral degree: a degree awarded by universities for study beyond a master’s degree. May also be called a Ph.D. or a first professional degree.

Dual enrollment: a program between Alabama public colleges and universities and local boards of education that allows high school students to enroll in certain approved college-level courses to receive both high school and college credit.

ECEP (Early College Enrollment Program): a program that allows juniors and seniors to have full-time enrollment at an Alabama public college or university while still graduating with their class and staying involved with high school activities.

Extended learning experiences: participation in career and technical student organizations, co-curricular activities, job shadowing, internships, or community service.

Internship: an extended learning experience that gives students an opportunity to work temporarily at an entry-level job in a career that interests them.

Job shadowing: an extended learning experience in which students observe professionals in particular careers as they go through a day on the job.

Master’s degree: a degree awarded by universities for study beyond a bachelor’s degree.

Postsecondary education: education beyond high school. Middle and high school are referred to as secondary education, so postsecondary means after high school.

STARS (State Transfer & Articulation Reporting System): STARS System allows public two-year students in Alabama to obtain a Transfer Guide/Agreement for the major of their choice. This guide/agreement, if used correctly, guides the student through their first two years of coursework and prevents loss of credit hours upon transfer to the appropriate public four-year university in Alabama.

Resource Shelf

Use these websites and other resources available from your school counselor to learn more about careers, career clusters, and educational and job opportunities in high school and beyond.

ACCESS • www.accessdl.state.al.us
ACCESS (Alabama Connecting Classrooms, Educators, and Students Statewide) Distance Learning provides opportunities and options for Alabama public high school students to engage in advanced placement (AP), elective, and other courses to which they may not otherwise have access.

Alabama Career Information Network • www.alcareerinfo.org
This new web portal increases Alabama students’ and families’ access to valuable career exploration activities and college financial aid information.

Alabama Commission on Higher Education
Click on “Colleges & Universities” within this website for a list of four-year institutions in Alabama.

The Alabama Community College System • www.accs.cc
Learn all about the public and private two-year colleges in Alabama. Connect directly to each school’s website to see the courses, majors, degrees, and scholarships it offers to Alabama students.

Alabama Tech Prep • www.altechprep.org
This booklet is sponsored by Alabama Tech Prep. The goal of Tech Prep is to create a smooth transition from high school to college and to a career.

Alabama Virtual Library • www.avl.lib.al.us
This Alabama Legislature–funded site provides all students, teachers, and citizens of the State of Alabama with online access to essential library and information resources.

America’s Career InfoNet • www.acinet.org/acinet
Use this site to search for occupational information, industry information, and state-specific labor market information.

Career Voyages • www.careervoyages.gov
This career planning resource helps students, parents, career changers, and career advisors.

O*NET (Occupational Information Network) • www.onetonline.org
O*NET provides full information on occupations, including state-by-state salary data, employment prospects, and skill matching for students.

A valuable resource for both counselors and students, this federal website offers updated information on careers, job responsibilities and working conditions, salaries, and what jobs will be available in the future.